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STATE DOCUMENTS

JUL 12 1971

ANNUAL REPORT
OF THE
MONTANA STATE PRISON

TO THE



GOVERNOR OF MONTANA
HONORABLE FORREST H. ANDERSON

FOR THE
FISCAL YEAR ENDED

June 30, 1970

Montana State Library



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GOVERNOR'S REPORT

UNIT OF AGENCY MONTANA STATE PRISON
PROGRAM LETTER OF TRANSMITTAL
DATE AUGUST 21, 1970

The Honorable Forrest H. Anderson
Governor
State of Montana
Helena, Montana 59601

Dear Governor Anderson:

In accordance with the requirements of Section 82-9602, R.C.M. 1967, there is herewith transmitted to you the report of the Montana State Prison covering the fiscal year ended June 30, 1970.

The dairy was transferred from Warm Springs to the Montana State Prison and we are now furnishing milk and milk products to Galen and Warm Springs.

The meat processing plant was moved from the commissary at Deer Lodge to the slaughter house four miles west of Deer Lodge.

Four disciplinary and four psychiatric cells were built in the area occupied by the tag plant.

Hobby room was moved from an area next to the Deputy Warden's office to the area occupied by the dormitory.

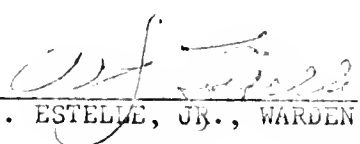
The library was remodeled in the area where the hobby work was done.

All towers were plumbed for toilets and running water.

The identification bureau was moved from the administration office to the old women's quarters.

The bookkeeping department was moved from the front of the administration building to the area occupied by the identification bureau.

Respectfully submitted,


W. J. ESTELLE, JR., WARDEN

NAME OF AGENCY	MONTANA STATE PRISON
PROGRAM	TABLE OF CONTENTS
DATE	AUGUST 21, 1970

TABLE OF CONTENTS

	<u>PAGE</u>
Principal Offices and Officers.....	1
<u>General Review:</u>	
Legal References.....	2
Principal Goals.....	3
Program Inventory and Cost Summary.....	4
Major Accomplishments.....	5
Major Recommendations.....	10
<u>Detailed Review:</u>	
Analysis of Programs.....	15
Financial Recap.....	21

UNIT OF AGENTS MONTANA STATE PRISON
PROGRAM PRINCIPAL OFFICES AND OFFICERS
DATE AUGUST 21, 1970

MONTANA STATE PRISON

John Cross, Chairman
7-1-70 - 6-30-75

East Main Ave
Glendive, Montana

Ella Mae Cromer, Member
7-1-63 - 6-30-71

625 Madison
Helena, Montana

Willis McKeon
2-1-69 - 6-30-72

625 S. First Avenue W.
Helena, Montana

John W. Strizich
2-1-69 - 6-30-73

215 Stuart
Helena, Montana

Richard V. Bottomly
7-1-69 - 6-30-74

1001 Eleventh S. W.
Great Falls, Montana

PRINCIPAL ADMINISTRATIVE OFFICERS

Edwin G. Kellner, Director

320 N. Warren
Helena, Montana

Charles S. Dell, Asst. Director

620 Broadway
Helena, Montana

W. J. Estelle, Jr., Warden

300 Maryland Avenue
Deer Lodge, Montana

CONFIDENTIAL REPORT

FILE NO. 80-1901 MONTANA STATE PRISON

REVIEWED LEGAL REFERENCES

DATE AUGUST 21, 1970

On January 22, 1867, the U. S. Congress appropriated the necessary funds to establish a Territorial Prison in Montana, which was constructed in 1870. By congressional action of January 24, 1873, care and custody of the prison was transferred to the State of Montana. This action was accepted by the Montana Legislature on April 14, 1873.

CHAPTER 19 - STATE PRISON

80-1901. Location and function of prison. The institution at Deer Lodge is the "State Prison" and as its primary function provides facilities for the custody, treatment, training and rehabilitation of adult criminal offenders.

80-1902. Qualifications of warden.

80-1903. Working hours of prison employees.

80-1904. Punishment of inmates.

80-1905. Good time allowance - forfeiture - probationers and parolees - application of prior law.

80-1906. Clothing and money furnished on discharge or parole.

80-1907. Contracts for confinement of inmates in other institutions.

80-1908. Commitment of inmates to state hospital.

CONFIDENTIAL

UNIT OF AGENCY	MONTANA STATE PRISON
PROGRAM	PRINCIPAL GOALS
DATE	AUGUST 21, 1970

The goals of the Montana State Prison are:

Provide an organizational framework that clearly defines chains of command and responsibility and yet allows for teamwork and change.

Provide staff with those rules and manuals which clarify general orders and operating procedures.

Establish a program of training and development for staff that not only encourages their participation, but allows for full use of their talents and potential.

Establish positive lines of communication with inmates consistent with the total program efforts.

On-going reevaluation of the system to assess results and encourage program improvement.

RECEIVED REPORT

NAME OF PRISON MONTANA STATE PRISON
PROGRAM PROGRAM INVENTORY AND COST SUMMARY
DATE AUGUST 21, 1970

<u>PROGRAM</u>	<u>COST</u> <u>1969-70 F.Y.</u>
Administration.....	\$ 128,364.00
Care & Custody.....	1,362,334.00
General Services.....	302,196.00
Education.....	39,169.00
Ranch & Dairy.....	273,272.00
Bureau of Identification.....	<u>39,692.00</u>
Total.....	<u>\$2,145,747.00</u>

Governor's Report

NAME OF AGENCY	MONTANA STATE PRISON
PROGRAM	ADMINISTRATION
DATE	AUGUST 21, 1970

MAJOR ACCOMPLISHMENTS

During the 1969-1970 fiscal year a contract was negotiated with the AFL-CIO which has been selected as the organization representing prison employees.

During the 1969-1970 fiscal year there has been established a Citizens Advisory Committee to maintain effective communication and relations with our surrounding community in the Deer Lodge Valley. This committee represents a broad cross-section of our community and has given freely of their time and energy in pursuit of the objectives of the committee.

During the spring of 1970, 35 members of the prison staff completed an English course which was provided through the MDTA and supplied by the Law Enforcement Security Commission of Montana.

The Governor's Crime Control Commission has made a \$32,000.00 grant to be used for in-service training of our permanent employees which should enable us to embark on a compulsory training program during the current year.

We have been successful in enlisting the cooperation of the University of Montana to provide a series of extension courses comprising a "core-curriculum in corrections." We have recently completed the first of these courses and are about to embark upon the second. Forty-five employees took advantage of the first course.

We now have four of the prison staff who were in staff development assignments to the Board of Pardons and Paroles, which will provide some of our staff a broader base of knowledge in corrections and also is of some assistance in easing the increased work load of the field parole staff.

During this period there have been several selected staff members who completed technical courses of a week or longer duration in the Montana Law Enforcement Academy, made possible through funds allocated by the Governor's Crime Control Commission.

Three of our supervisory staff recently completed middle management leadership course in Helena and received high commendation from the faculty of that institution.

A new rule book has been issued to all inmates and employees. Many of the old rules were obsolete and this new rule book has brought all rules and regulations up to date.

NAME OF AGENCY	MONTANA STATE PRISON
PROGRAM	CARE AND CUSTODY
DATE	AUGUST 21, 1970

MAJOR ACCOMPLISHMENTS

During the fiscal year 1969-1970 we abolished the use of all underground cells. We have sufficient disciplinary and maximum security unit cells to handle our management problems in the inmate population.

During this period we have successfully negotiated a contract with the University of Montana to provide a psychological treatment program and at the present time there are 46 inmates who are receiving either individual or group therapy. Dr. Stanley Rogers, superintendent of the Montana State Hospital, Warm Springs, Montana, continues to provide us with psychiatric consultation on a part-time basis and his psychiatrist works very closely with the project director of our psychological treatment program.

Through the cooperation of the Employment Security Commission a full-time placement officer has been assigned to work directly at the prison in an effort to place inmates who have received paroles. The placement officer works very closely both with the prison staff and the Board of Pardons and Paroles' staff. This project has more than paid for itself several times in the savings accrued by getting eligible parolees back to the community at a greatly increased rate than heretofore.

The Division of Vocational Rehabilitation has been very cooperative in similar efforts by assigning a full-time vocational rehabilitation counselor and secretary to the prison case load.

At the present time construction and renovation are being completed to relocate the inmate library, which will provide a greater number of inmates with more hours and easier accessibility to the library.

By virtue of our reduced population we have been able to vacate the inside dormitory and utilize this space as an activity area which doubled the floor space previously available for this purpose.

During this period we have eliminated the women's unit at Montana State Prison by transferring our female felons either to the Montana State Hospital at Warm Springs or the Nebraska State Women's Reformatory. Up to this point this has provided not only a far greater treatment and training potential for our women prisoners but has resulted in considerable savings to the State of Montana both in operations and projected long range savings.

Four new disciplinary cells and three psych cells were built in the area of the old Tag Plant. These cells are used for inmates who have committed offenses against officers or personal property.

NAME OF AGENCY MONTANA STATE PRISON

PROGRAM RANCH

DATE AUGUST 21, 1970

MAJOR ACCOMPLISHMENTS

During the 1969-1970 fiscal year there was a change of prison ranch superintendents resulting in the return of Mr. Lew Harris to our employ. This is significant because of the fact that Mr. Harris was instrumental in developing the ranch program, and we are now continuing a long range improvement of land use and livestock production program.

In reviewing our ranch operations within the policies set forth by the Board of Institutions it became apparent that we were going to have to achieve greater mechanization in our operation not only to carry out policy but to meet the demands of a decreasing source of labor. This resulted in our negotiating a lease contract for ranch equipment that will permit us to produce more with fewer man hours and cost the State of Montana less money. One outstanding example of this is that last year it took a 30-man crew to put up our hay crop, and this year we are achieving the same task with no more than five men and at the same time training those inmates assigned to this area in modern methods of agriculture.

The dairy was moved from Warm Springs to the prison in April of 1969 and we have been furnishing milk and milk products to Warm Springs, Galen and the prison. This is a good inmate training program.

Our dairy operation continues to increase production even though we are milking fewer cows than when we first received the herd.

In November of 1969 the meat processing plant was moved from the store to the slaughter house at Ranch 1. All processing of meat, smoking of hams and bacons and rendering of lard is done in the new processing plant. It is immediately adjacent to the slaughter house. This is a good inmate training program.

The fiscal year 1969-1970 saw a complete re-evaluation of our meat production program which will result in increased production for institutions in the current year.

NAME OF PRISON MONTANA STATE PRISON

PROGRAM BUSINESS SERVICES

DATE AUGUST 21, 1970

MAJOR ACCOMPLISHMENTS

Budgeting and accounting was moved from the front of the administration office to the rear of the building because it is a much quieter area with fewer interruptions from people coming into the office. More work can be accomplished because of this move.

We have just completed plumbing all towers on the wall, and for the first time in one hundred years we are flushing toilets in the towers. We also hired a professional roofer to replace roofs. A new heating system will be placed in these towers in the near future.

All clothing for inmates and officers is now being purchased through the central purchasing department and we will no longer make any clothing or shoes for the inmates and officers. We feel that it is cheaper to buy the clothing than it is to make it because of lack of experience in our garment shop which causes a great amount of waste.

DEPT. OF CORRECTIONS MONTANA STATE PRISON
BUREAU OF IDENTIFICATION
AUGUST 21, 1970

MAJOR ACCOMPLISHMENTS

The Bureau of Identification was moved from the administration office to the Women's Quarters, as the women have now been farmed out to Warm Springs and the Women's Reformatory in Nebraska. They are sharing this office space with the Board of Pardons, as these two units work very closely together. The new location affords the Bureau and the Board of Pardons more space and security. No inmates other than those in process of release are allowed in this building. Private offices became available that will improve the work output of the employees. The teletype that was in the Bureau has now been moved to the Registrar's office as they are open twenty-four hours per day and can take all teletype messages. Ninety per cent of the requests received by the teletype workers are vehicle registrations.

MONTANA STATE PRISON

ADMINISTRATION

AUGUST 21, 1970

MAJOR RECOMMENDATIONS

1. Provide an organizational framework that clearly defines chains of command and responsibility and yet allows for teamwork and change.
2. Provide staff with those rules and manuals which clarify general orders and operating procedures.
3. Establish a program of training and development for staff that not only encourages their participation, but allows for full use of their talents and potential.
4. Establish positive lines of communication with inmates consistent with the total program efforts.
5. On-going re-evaluation of the system to assess results and encourage program improvement.

OF PRISON MONTANA STATE PRISON
BY GRAM CARE AND CUSTODY
DATE AUGUST 21, 1970

MAJOR RECOMMENDATIONS

1. To maintain security controls such that prisoners remain in confinement until ordered released by proper authority.
2. Through close and continuous study and evaluation, to prescribe appropriate programs through the classification process.
3. To provide care and training for inmates in a manner conducive to their spiritual, mental and physical well-being.
4. To keep the public informed and to cooperate with all allied agencies in matters of mutual concern.

REPORT NO. 1

TO: W. G. FOWLER	MONTANA STATE PRISON
FROM: [blank]	RANCH
DATE: AUGUST 21, 1970	

MAJOR RECOMMENDATIONS

1. To provide a well integrated overall plan for land utilization.
2. Increase animal units to the carrying capacity of the various operations.
3. maintain accurate and useable records of production and usage in all phases of the operation.
4. Constantly seek means of increasing production at a lower cost of man hours and capital outlay.
5. Provide work experiences and training in modern methods of agriculture for the inmates assigned there.
6. Be alert to the preventive maintenance program's needs and safe, effective use of all equipment.

MONTANA STATE PRISON

BUSINESS SERVICES

AUGUST 21, 1970

MAJOR RECOMMENDATIONS

1. To be involved and totally familiar with the program needs of all divisions of the prison.
2. Effective supervision of preparation and control of budget.
3. Assist all divisions in resolving operational problems and be adviser in all matters of budget.
4. Provide staff and inmate training in functions of business services.
5. Insure the administration and control agencies timely and accurate information regarding the fiscal picture.
6. Act as a catalyst to all staff in seeking ways of being more effective with existing funds and resources.

TO: _____
FROM: _____
SUBJECT: _____
DATE: _____

MAJOR RECOMMENDATIONS

1. Establish a file system consisting of method of operations, tatoos and other identifying characteristics.
2. Improve and increase our exchange of information with all law enforcement agencies.
3. Strive to increase our distribution of criminal publications and contributions from law enforcement agencies.
4. Improve our record files by condensing all information on microfilm.

CONFIDENTIAL

NAME OF AGENCY	MONTANA STATE PRISON
PROGRAM	ANALYSIS OF PROGRAMS - ADMINISTRATION
DATE	AUGUST 21, 1970

Services Provided. The administration provides the Warden and other state officials with accurate accounting of all money spent in the various programs; also keeps accurate accounting on inventory controls at the commissary, warehouse and all capital items within the institution. This department also makes up budgets which are submitted to the Board of Institutions on a biannual basis.

Objectives. To upgrade our accounting department and to maintain better inventory controls of all supplies and materials coming into this institution.

Target Groups. Target groups are the employees and inmates at the Montana State Prison. Each employee is expected to do his very best on the job assigned to him, and each inmate is expected to better himself while he is at the institution.

Achievements. We have upgraded our mail department so that two employees can handle all mail coming into and leaving the institution. We are doing a better job of hiring new employees to work at this institution.

Cost and Performance Summary. The following data is presented in summary form. Additional supporting data is available upon request.

	FISCAL YEARS		
	1967-68	1968-69	1969-70
COST.....	\$117,181.00	\$122,321.00	\$128,364.00
PERFORMANCE:			
Employees:			
Count.....	198	200	221
Hired.....	65	103	92
Terminated.	63	82	94
Count 6/30/70	200	221	219

CONFIDENTIAL

INSTITUTION	MONTANA STATE PRISON
PROGRAM	ANALYSIS OF PROGRAMS - PHYSICAL PLANT
DATE	AUGUST 21, 1970

Services Provided. This is a broad program covering a variety of activities and including commissary, food service, buildings and grounds, warehousing, maintenance, clothing, purchasing, utilities, vehicle maintenance.

Objectives. It is our objective to maintain a better maintenance of utilities and equipment; also to provide an on the job training program to insure, whenever possible, adequate inmate help, establish and project utility needs and standby sources.

Target Groups. Our target is the crafts and inmates working in the maintenance department. All crafts carry union cards and are skilled in the maintenance of our physical plant.

Activities. All towers are equipped with running water and toilets. The roofs were also repaired on these towers. The hobby room was moved to the dormitory, giving it more space and allowing more inmates to work at their hobbies during their off hours. The library was remodeled and will soon be in use for all inmates at the institution. New books are being purchased for the benefit of the inmates. Disciplinary and psychiatric cells were built in the area of the old tag plant. The disciplinary cells are built at ground level and are used for those inmates who refuse to observe rules and regulations of the institution. Psychiatric cells are built in conjunction with the hospital.

Cost and Performance Summary. The following data is presented in summary form. Additional supporting data is available upon request.

	FISCAL YEARS		
	1967-68	1968-69	1969-70
COST.....	\$292,744.00	\$282,368.00	\$302,916.00

CONFIDENTIAL

NORTHDAK STATE PRISON
 ANALYSIS OF PROGRAMS - CARE AND CUSTODY
 AUGUST 21, 1970

Services Provided. We receive, study, classify all new inmates coming to the institution. We also control inmates in a manner that will most assist them to return to the community better and more reliable citizens. We also put them in a program that may be of use to them when they return to their home communities.

Objective. To maintain security controls such that prisoners remain in confinement until ordered released by proper authority. Through close and continuous study and evaluation, to prescribe appropriate programs through the classification process. To provide care and training for inmates in a manner conducive to their spiritual, mental and physical well-being. To keep the public informed and to cooperate with all allied agencies in matters of mutual concern.

Target Group. The 205 inmates sentenced to prison are the target group. We do everything that we can with the money that we have to try to make them better assets to the communities from which they have come.

Achievements. We are teaching inmates to become better citizens of our society by the use of our vocational educational program. Our count has gone down due to these programs.

Cost and Performance Summary. The following data is presented in summary form. Additional supporting data is available upon request.

	FISCAL YEARS		
	1967-68	1968-69	1969-70
COST.....	\$1,132,226.00	\$1,196,327.00	\$1,362,334.00
PERFORMANCE:			
Total Inmate Days	192,014	168,942	134,736
Average Daily Count	524.63	462.85	369.14

How it is Provided. In 1954 the Legislature authorized purchase of approximately 50,000 acres of land west of Deer Lodge for use by the Prison. This has been augmented by use of approximately 7,000 acres of USFS grazing land. While far from the largest agricultural operation in Montana, it is probably one of the most diversified operations in the state. The intent was to provide a means of supplying the prison with much of its own foodstuffs and hopefully to provide some of the other state institutions with some of their food needs. The ranch has consistently been an asset to the taxpayers but has not yet achieved its potential, although generally there has been continued improvement in its operation. The ranch includes a dairy, swinery, sawmill, beef herd, poultry, hay and grain, large pastured acreage, a row crops garden, slaughter house, and of course a heavy maintenance load both for real property and equipment.

How it is Done. To provide a well integrated overall plan for land utilization. Therefore, annual units to the carrying capacity of the various operations. Maintain accurate and useable records of production and usage in all phases of the operation. Constantly seek means of increasing production at a lower cost of man hours and capital outlay. Provide work experiences and training in modern methods of agriculture for the inmates assigned there. Be alert to the preventive maintenance program's needs and safe, effective use of all equipment.

Who it is Done For. The target groups are all institutions benefitting from our ranch production. Many of the institutions receive meat, milk and milk products, eggs and potatoes.

How it is Done. Due to the decrease in the inmate population, it was necessary for us to go to a lease program on farm equipment. We are now leasing equipment large enough to handle the ranch operation with fewer men and yet maintain our production. At the present time five men are doing the work of thirty because of the type of equipment being used.

Cost and Performance Summary. The following data is presented in summary form. Additional supporting data is available upon request.

	FISCAL YEARS		
	1967-68	1968-69	1969-70
COST.....	\$241,708.00	\$274,257.00	\$273,272.00

.....
MONTANA STATE PRISON.....
.....

ANALYSIS OF PROGRAMS - IDENTIFICATION BUREAU

OCT 25, 1970

Services Provided. To maintain permanent records of all inmates incarcerated in Montana State Prison, including the keeping of accurate records pertaining to time served as imposed by the courts and governed by the laws of the State of Montana. To maintain permanent records of the count of the institution, and make daily, monthly and yearly reports to the State of Montana and the Federal Government. To search, classify and file all prints submitted to the Bureau and notify all agencies of any previous record. To cooperate with all law enforcement agencies and carry on a complete interstate and international system of criminal identification and investigation. Monthly publications of the Police, Pardon and Parole and Discharge bulletin. Yearly publication of the Crime Transcript. Participation on the LETS (Law Enforcement Teletype System) and the NCIC (National Crime Information Center).

Efficiency. Establish a file system consisting of method of operations, photos and other identifying characteristics. Improve and increase our exchange of information with all law enforcement agencies. Strive to increase our distribution of criminal publications and contributions from law enforcement agencies. Improve our record files by condensing all information on microfilm.

Parole Program. All inmates housed within the institution would be the target group for the Bureau of Identification. They work up all good time for each inmate, of which he receives a copy, so that he knows when his parole or discharge date becomes available.

Accomplishments. We have achieved better control of our files and work habits since moving the Identification Bureau from the administration office to the women's quarters. Each employee has his own office, thus increasing his work production.

Cost and Performance Summary. The following data is presented in summary form. Additional supporting data is available upon request.

	FISCAL YEARS		
	1967-68	1968-69	1969-70
COST.....	\$38,355.00	\$42,317.00	\$39,692.00

STATE PRISON
BASIS OF PROGRAMS - EDUCATION

JUN 21, 1970

Services Provided. The State Prison provides an educational vocational program for all inmates, if they so desire to use these services. Our vocational education consists of slaughtering, meat processing, carpentry and hospital technician.

Objectives. The objective of this program is to furnish schooling for illiterate inmates and others wanting to better themselves with additional education.

Target Groups. The target group would be the inmate population. The more inmates we can solicit to go to school, the better men they make when they go back to their home communities.

Statistics. We find that men who go to school or learn a trade less frequently come back to prison than those who do not go to school or learn a trade. We have checked these figures over the past several years and find that fewer inmates come back to prison after they have received diplomas. We are also upgrading our recreational and music program by hiring men with degrees in these fields.

Cost and Performance Summary. The following data is presented in summary form. Additional supporting data is available upon request.

	FISCAL YEARS		
	1967-68	1968-69	1969-70
COST.....	\$34,228.00	\$35,746.00	\$39,169.00

PROGRAM ANALYSIS

PROGRAM - BUREAU OF IDENTIFICATION (PRISON RECORDS)

This program's goals, objectives, and evaluations were incorporated with the Care and Custody Program.

<u>PERFORMANCE INDICATORS</u>	<u>FISCAL YEAR</u>		
	<u>1972</u>	<u>1973</u>	<u>1974</u>
Cost	\$53,637.78	\$49,317.00	\$27,899.00

